



BOTANIC GARDENS
AUSTRALIA AND NEW ZEALAND INC



BGANZ Collections Planning Toolkit

Workbook

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1 Introduction

This workbook has been developed by BGANZ Victoria for a Collections Planning Workshop held May 2011. The workbook contains a series of exercises and templates which enables participants to systematically work through a collection planning process that has been successful in other Botanic Gardens.

This document is most effective if used in conjunction with the handbook. Sections are consistent with the format of the handbook to enable cross-referencing and to develop a plan in stages.

2 The Big Picture

2.1 Some important definitions to begin with

How does your garden relate to the definition of a Botanic Garden?

2.2 The importance of having a current mission and vision for your garden

What is your gardens' mission/vision?

Think about your garden and your strategic planning documents – are they current and relevant?

2.3 The difference between Curating Collections and maintaining a garden

Do you have a record keeping system?

If yes is it effective?

If no what are your record keeping needs and options? And what might be the first step in developing a list of plants in your garden?

2.4 Why thematic planning and Interpretation is so important

Developing a theme for interpretation of each living plant collection

The exercise below is designed to generate discussion about proposed collections. This information assists in developing an overall theme (or key message) for each collection will be used as the basis for interpretation of the collection.

General Topic:

Generally, I want to tell visitors to the collection about _____
Enter plant collection name here

Specific topic/s:

At its most specific level, however, I want to tell the visitors about:

Theme:

After visiting the collection, I want people to know that:

What collection types do you think would be good to explore in your garden?

Plant collection	Existing or new?	Cultural & ornamental	Geographic	Ecological	Taxonomic & Evolutionary	Research & Conservation
<i>Eg. Salvia collection</i>	E				✓	

3. Knowing Your Garden and its Context

Growing Conditions

What are your growing conditions? – soil, pH and any other governing factors such as salinity, coastal exposure, possums, cockatoos, etc. Consider and identify any microclimates that may exist on site and that may be possible locations for collections, eg, wet spots, free draining spots, shady areas, etc.

Water supply and irrigation

What is your situation regarding water and capacity to irrigate, including water quality and security?

Climate

What is your existing and projected **climate**, including extremes? For information on climate change in your area go here: <http://www.climatechange.vic.gov.au/regional-projections>

What areas of Australia or elsewhere in the world match your projected climate with climate change?

Proximity to native vegetation (if applicable)

4. The Collections Planning Team

Who are the key people that you could invite to become part of your collections planning team?

Name	Organization belongs to

5. Determining Collections

The following is a series of prompts that will help inform decision making processes and in determining access that you might have to plant material for collections.

5.1 What already exists?

Analyse what you have, asking the following questions:

Do you have a large number of particular plant type(s) eg, succulents, bulbs, etc. Consider anything that could group plants together into a 'collection'.

Do you have a range of plants from one particular geographic region?

5.2 What are some potential sources of collaboration and partnership?

Who are the local individuals and groups that might be available and interested in collaboration?

5.3 What are some potential sources of plant material for collections?

Material sought	Organisation	Key contact

5.4 What plants do staff want?

What knowledge and expertise do you have within your team which could help to develop a collection?

5.6 What are the gaps in existing Botanic Gardens collections?

Have you considered what other public and private collections exist to see where the opportunities are to develop unique collections?

6. Resource Planning

What are the key things that I need to do to get started?

ITEM	TASK	WHO	WHEN
Project team			
Plant Records			
Review Plans			
Assess collections			

7. Evaluating Collections

Evaluation of existing or proposed collections is essential to determine if you can turn all of your ideas into reality- or just some of them, a few of them, or one at a time. Both existing and potential collections must be evaluated.

Plant Collection Reality Check	Does it fit with our vision?	Will it grow well here?	Does it have weed potential?	Can we resource the collection?	Can we develop expertise?	Do we have partners to help us?	Do we have clear interpretive themes?	Priority to implement-High/Med/Low

8. Collection Management

8.1 So what might a collection plan look like?

**ROYAL BOTANIC GARDENS
LIVING PLANT COLLECTION
MANAGEMENT PLAN**

NAME OF COLLECTION

LOCATION

(See attached map)

AREA (approx.)

PRIMARY COLLECTION CATEGORY

(as per collections policy)

OBJECTIVES OF COLLECTION

INTERPRETATION OBJECTIVES

(broad messages to be interpreted from collection)

CURRENT STATUS vs OBJECTIVES

(assessment of gap between current status and identified objectives)

PRIORITIES FOR COLLECTION DEVELOPMENT

(genera, taxa, plant type, collecting zone, rare & threatened etc.)

STRATEGIES

(broadly, how will we achieve the collection development aims?)

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ACTIONS

(concise statement of action with nominal time frames)

CURRENT SITE CONDITIONS

Soil type:
Drainage:
Aspect:
Microclimate
Light:

Soil type:
Drainage:
Aspect:
Microclimate
Light:

STRATEGIES FOR SITE IMPROVEMENT

(if appropriate)

BRIEF HISTORY OF COLLECTION

(Collection origins, major donors or collectors, age of specimens, periods of major development etc.)

HORTICULTURAL MANAGEMENT NOTES

(Brief summary of information re; timing of operations, fertilising requirements, irrigation requirements, pest or disease problems and indicators, propagation of particular taxa etc.)

Fertilising requirements:
Pest or disease problems:
Propagation:
Tissue Culture:

Fertilising requirements:
Pest or disease problems:
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REFERENCE MATERIAL

(List of the most useful references - literature, people, organisations, etc. for access of information regarding this collection.)

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MANAGEMENT PLAN REVIEWED
BY:

DATE REVIEWED:

SUGGESTED REVIEW PERIOD:

ATTACHMENTS:

- Full list of taxa (not present with original plan)
- map showing location of collection (not present with original plan)